

**CITY OF MUSKEGON  
HISTORIC DISTRICT COMMISSION  
REGULAR MEETING**

DATE OF MEETING: Tuesday, August 1, 2017  
TIME OF MEETING: 4:00 p.m.  
PLACE OF MEETING: City Commission Chambers, City Hall

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AGENDA

- I. Call to Order
- II. Approval of Minutes of the regular meeting of July 5, 2017
- III. New Business
  - Case 2017-13 – 53 Iona – Porch Foundation
  - Case 2017-14 – 550 W. Western – Replacement Windows
- IV. Old Business
  - Case 2017-06 – 1347 Peck Street – Siding
  - Case 2015-10 – 316 W. Webster Avenue – Doors
- V. Other Business
- VI. Adjourn

*“We admire that which is old not because it is old, but because it is beautiful.” Winston Churchill*

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETING OF THE  
CITY COMMISSION AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES

The City of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting, upon twenty-four hour notice to the City of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the City of Muskegon by writing or calling the following: Ann Marie Cummings, City Clerk at 933 Terrace Street, Muskegon, MI 49440 or by calling (231) 724-6705 or TTY/TDD: Dial 7-1-1 and request that representative dial 231-724-6705

### **III. NEW BUSINESS**

**Case 2017-13 – 53 Iona – Porch Foundation**

**Applicant: Michael Geeting**

**District: McLaughlin**

**Current Function: Residential**

#### **Discussion**

The applicant is seeking approval to cover the open spaces between the foundation columns supporting the front porch. Staff has approved replacement of porch flooring.



## **Standards**

### **CITY OF MUSKEGON HISTORIC DISTRICT COMMISSION**

#### **PORCH AND DECK STANDARDS AND GUIDELINES**

(Adopted December 6, 1994 - Effective January 1, 1995)

##### **Covered Porches**

Existing screen or open porches shall not be enclosed with framing or windows without approval by the Commission. Generally, when an open or screened porch is enclosed, the enclosure materials or windows should preserve the appearance of a porch in order to maintain the original design and to avoid the visual effect of a boxed-in appendage. This can often be accomplished with full length windows and exterior screens which would extend from within a few inches off the floor or base of the existing porch opening thus maintaining the effect of a screened in porch or solarium. On most full length porches, building up a half-wall at the base and enclosing it with short windows would not be in keeping with the original design of the house and would detract from the overall appearance. Each request for a porch enclosure will be carefully analyzed by the Commission, taking into consideration the practical and intended usage of the area and the overall visual effect upon the house.

Newly constructed covered porches shall be decked with tongue and groove decking and painted to complement or contrast the house (unless the construction involves the rebuilding of a missing original porch where documentable evidence shows a different method of decking). Ventilation under the porch deck is necessary to prevent excessive moisture from causing deterioration to the porch members. Therefore, the porch skirt shall be detailed in a similar manner to that shown on the attached decking detail illustration.

##### **Freestanding or Attached Decks (Uncovered Porches)**

Placement and design of all decks shall be approved by the Commission. Decks should be located in unobtrusive locations and shall feature one of the edge details featured on the attached decking detail illustration. Decking boards shall consist of 5/4" thick pressure treated decking or square-edged fir decking and appropriately finished.

##### **Handrails and Guardrails**

Existing original handrails and guardrails shall not be removed without the approval of the Commission. Deteriorated rails shall be repaired as a first course of action. When replacement is necessary, the original details shall be replicated. In cases where height or spacing is required to be modified to meet code requirements, the Commission will carefully review the options to determine the most appropriate method to accomplish this requirement. In cases where handrails or guardrails are new (including those for new decks), the design shall generally conform to the railing and balustrade detail illustrated on the attached sketches.

In general, in order to meet building code requirements, the minimum **guardrail** height in the historic districts shall conform to the following standards:

<u>PORCH OR DECK FLOOR HEIGHT FROM FINISHED GROUND GRADE</u>	<u>MINIMUM GUARDRAIL HEIGHT</u>
0" - 30"	0"
30" - 60"	24"
60" and higher	30"

In all cases, if an original guardrail was higher than the minimum height as listed above, then the original height applies.

### **Paint**

All exposed deck or porch wood shall be painted to complement or contrast the existing structure. Pressure treated wood shall be painted no later than one year after installation.

### **Deliberation**

I move that the HDC (approve/deny) the request to cover the open spaces between the porch foundation columns as proposed as long as the work meets all zoning requirements and the necessary permits are obtained.



**Case 2017-14 – 550 W. Western Ave. – Replacement Windows**  
**Applicant: Trillium Amazon Owners**  
**District: Clay-Western**  
**Current Function: Residential**

**Discussion**

The applicant is seeking approval to replace numerous casement style windows with double or single hung windows due to persistent damages from wind. The windows will remain wood and maintain muntins if required. The building already has double hung windows mixed with casement windows; over 50 broken casement windows or window mechanisms currently need to be replaced.



Additional photos will be available at the meeting.

## **Standards**

### **WINDOW, DOOR, AND EXTERIOR WOODWORK STANDARDS AND GUIDELINES**

(Adopted December 6, 1994 - Effective January 1, 1995)

#### **General**

These guidelines pertain only to proposed changes to the structure and do not affect existing construction.

These guidelines are primarily directed toward the front and side elevations of the structure. Greater variances and more leniency may be extended toward proposed changes to the rear elevation of the building in Class A districts by the Commission. All desired or proposed changes should be referred to the Historic District Commission for consideration. Extenuating circumstances, the effect upon the architecture of the particular structure together with the general effect upon the surrounding structures, variables in architectural design, or the effect upon usage and viability of the structure could dictate a variance from these guidelines.

No exterior doors, windows, or exterior woodwork shall be altered, removed, relocated, or added without Historic District Commission approval.

Existing exterior window or door casings, sills, and caps shall not be altered from the original design or appearance. Damaged or deteriorated wood shall be repaired as a first course of action. When repair is not possible, elements shall be replaced with matching wood members. In Class A districts, damaged or deteriorated wood elements may be replaced or covered with formed aluminum or vinyl, subject to Commission approval and provided that the original profile of the woodwork is not altered or changed.

#### **Primary Windows**

Existing damaged or deteriorating window frames and sash shall be repaired as a first course of action. When repair is not possible, elements shall be replaced with matching wood members. In Class A districts, metal or vinyl replacement windows may be acceptable provided they match the original windows in design and type and that they consist of or are painted an appropriate color. Bare metal finishes generally will not be acceptable.

The size of glass lites and muntin arrangements shall not be altered without Commission approval. Special glazing, such as stained or leaded art glass, shall not be removed without Commission approval. Unusual decorative windows such as Palladian windows, oriels, bays, Gothic arch or segment tops, etc. shall not be removed or altered.

#### **Storm Windows**

Wood storm and screen windows are the most appropriate for use in the historic district. Other types of storm, screen, or combination windows will be approved provided that the new storm window mullions align with the mullions of the primary windows. Blind stop storm and screen windows (where such windows are placed inside the existing window frames rather than affixed to the exterior of the frames) are preferable and may be required in some instances. Bare metal storm and screen windows must be painted to match or complement the trim. Interior storm windows may be acceptable as long as they do not detract from the appearance of the primary windows. Care should be taken, however, when using interior storm windows because condensation tends to form on the inside surface of the primary window and could cause damage to the wood and paint if not properly ventilated.

Greater scrutiny will be applied by the commission in reviewing storm and screen windows in Class AA districts in order to determine the most appropriate option.

**Primary Doors**

Every effort should be made to preserve or repair the original doors where damage has occurred. When repair is not possible, the first choice shall be a similar salvaged door from a structure of the approximate age and style. A new wood door may be used when a salvaged door is not available. Such new door shall match the original in detail and finish.

In Class A districts the Commission may approve new wood doors that may slightly differ from the original in cases where replicating the original may not be feasible, as long as such doors generally conform to the ones illustrated on the attached sheet. Under certain circumstances in Class A districts, the Commission may approve doors made of material other than wood provided they conform to the same design requirements.

**Storm Doors**

Wooden storm and screen doors are preferred and will generally be the required option in Class AA districts, especially on the front of the structure. Aluminum or metal storm and screen doors may be used so long as they are not mill finished or anodized aluminum. Baked enamel or other applicable paints or finishes will be acceptable. In general, storm and screen doors shall conform to those illustrated on an attached sheet. The door stiles and rails should be a minimum of 4" wide and one lite doors, where practical, are preferred in order not to detract from the existing primary door. Jalousie doors are not acceptable for use as storm doors in the historic districts. Ornamental iron work safety doors are also generally inappropriate in the historic districts.

**Exterior Woodwork**

Existing decorative woodwork such as railings, moldings, eave, and gable cornice trim, tracery, columns, observatories, scrolls, bargeboards, lattice, and other carved or sawn wood ornament shall not be removed or altered without Commission approval. Existing deteriorated ornamental woodwork shall not be removed but shall be repaired or replaced with matching materials where possible.

**Deliberation**

I move that the HDC (approve/deny) the request to replace the casement windows as proposed as long as the work meets all zoning requirements and the necessary permits are obtained.

#### **IV. OLD BUSINESS**

Case 2017-06 – 1347 Peck Street – Siding

Staff met with the property owner to determine exactly what work was being done to the exterior of the house. The owner stated that the existing wood siding was being removed from the house to either replace the rotting wood or repair damaged pieces. A staff approval form was filled out permitting the repairs to the wood siding.

Case 2015-10 – 316 W. Webster Avenue – Doors

Staff has been in communication with Martha Ferriby, Director of the Hackley Public Library, regarding the status of the building's front doors. Ms. Ferriby stated that the doors were refurbished causing the wood to appear lighter, the original metal trim and handles were cleaned, and the glass in the doors is original. Documentation confirming the restoration work done to the doors has been requested.

#### **V. OTHER BUSINESS**

#### **VI. ADJOURN**